

**South Central Louisiana Human Services Authority**  
**Board Meeting Minutes**  
**August 7, 2014**

**Members Present:** Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Lynne Farlough (St. John), Danny Smith (Terrebonne) and Gordon Landry (Terrebonne).

**Members Absent:** Viola Daigle (Lafourche), Karen Lentini (St. Charles), and Ridgely Mitchell (St. James).

**Guest in attendance:** Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Janelle Folse (Fiscal Director), Marian Palmisano (Secretary), Dawn Auvil (DD), and Raymond Menard (DD).

Agenda Item	Action Recommended/Outcome
Call to Order	In the absence of Chairperson Daigle, Mr. Ray Nicholas presided as Acting-Chairperson. The Meeting was called to order by Acting-Chairperson Mr. Ray Nicholas at 6:15 p.m.
Opening Prayer & Pledge of Allegiance	Acting Chairperson Ray Nicholas led the prayer and Mr. Gordon Landry led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the June 19, 2014 meeting were reviewed. Mr. Gordon Landry motioned to approve the minutes of the June 19, 2014 Board Meeting, seconded by Mr. Herbert Barnes, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Welcome to new Lafourche Parish Board Member-Mr. Herbert “Bud” Barnes:</u> Acting-Chairperson Nicholas introduced and welcomed Mr. Barnes as the newly appointed Lafourche Parish Board Member. Mr. Barnes gave a brief introduction on his work history and interests. Board members and attendees were introduced.</p> <p><u>Annual Conflict of Interest Statement:</u> Ms. L. Schilling distributed and reviewed the Annual Conflict of Interest Statement. Upon completion of review, Board Members present signed and returned in the statement.</p>
Executive Director Report:	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> <li>• <u>Contracts (Social Services and Professional):</u> Ms. L. Schilling reviewed the Social Services &amp; Professional Contract spreadsheets reflecting the changes in funding for new programs, expanded Gulf Coast staffing, New Recovery Center in Raceland, the hiring of another Prevention Specialist, Mentoring Program in Assumption Parish, Outreach Program with BLFHF and possible Primary Care/Crisis Teams in Bayou/River areas. Meeting with contractors quarterly to confirm contract spend down will be met.</li> <li>• <u>Environmental Services Update:</u> Ms. L. Schilling reviewed the Environmental Services Log report and noted the projects that were near completion.</li> <li>• <u>Managerial Staff Changes:</u> Ms. L. Schilling reviewed the Managerial Staff changes noting the following Manager changes: Danny Sansovich retired effective August 1, 2014; William Magee transferred to RPTC/RPAC as Manager; Suzanne Saia transitioned to Clinician/Education at TBHC; Renee Williams transferred to LBHC as Manager; Bernadette Fields transferred to TBHC as Manager; Kent St. Germain remains at SMBHC; Staff changes include Herman Tucker transferred to RPTC; Christopher McNeil transferred to RPAC; Jackie Webre transferred to Medical Records position; New hire/Penny Prosperie, Administrative Coordinator, at TBHC.</li> <li>• <u>Executive Dashboard:</u> Ms. Schilling, Ms. Bonner and Ms. Folse reviewed FY 2014 Executive Dashboard and noted the comparison to FY 2013 with the many improvements in statistical measures.</li> </ul>

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> <li>• <u>Behavioral Health Productivity</u>: Ms. Schilling reviewed the Behavioral Health Productivity FY '14 chart and noted the increase in the productivity at all clinic sites.</li> <li>• <u>MOU's with APSO, APPJ, TPJDC, LPSO, DHH</u>: Ms. L. Schilling reported the MOU's with APSO and APPJ for the adolescent and adult inmate population was mailed to the APSO and APPJ, awaiting return with signatures. The MOU with TPJDC for incarcerated adolescents at the juvenile center was mailed and awaiting return with signatures. The MOU with Lafourche Parish for the addiction services was mailed and awaiting return with signatures. Ms. Schilling stated that MOU with DHH was extended for 90 days and at the next HSIC meeting the review of the MOU/AIP is expected to be completed and combined into one document.</li> <li>• <u>FY 14/15 Re-Reengrossed Budget</u>: Ms. L. Schilling reviewed the FY 14/15 Re-Reengrossed Budget spreadsheet noting the adjustments to the existing budget at the closing of the 2014 Legislative Session.</li> </ul> <p><u>Financial Report</u> – Janelle Folse</p> <ul style="list-style-type: none"> <li>• <u>Monthly Budget Summary</u>: Ms. Folse reviewed the Budget Analysis for FY 14 including projected revenues/expenditures as of 6/30/2014 and the expenditure spreadsheet reflecting monthly totals.</li> <li>• <u>Magellan Webcheck Report</u>: Ms. Folse reviewed the FY 14 Magellan Webchecks Summary Spreadsheet reflecting collections and projection beginning March 2012 to June 2014 as of 6/30/2014.</li> <li>• <u>FY 2013-2014 Self-Generated Revenue</u>: Ms. Folse reviewed the FY 2013-2014 Self-Generated Revenue reflecting collections as of 6/30/2014 including Projected Collections for FY 2014 and Primary Care Services as of 6/30/2014.</li> <li>• Motion to approve the FY 14 June Budget Analysis as of 6/30/2014, the FY 14 Magellan Webchecks Summary Spreadsheet beginning March 2012 to June 2014 and the FY 2013-2014 Self-Generated Revenue Report by Mr. Herbert Barnes, seconded by Mrs. Lynne Farlough, motion carried.</li> </ul> <p><u>Operational Review</u>: Kristin Bonner</p> <ul style="list-style-type: none"> <li>• <u>Risk Management Plan</u>: Ms. Bonner reviewed the minor revisions to the Risk Management Plan. There were no questions to the changes.</li> <li>• <u>Performance Improvement Plan</u>: Ms. Bonner reviewed the revisions to the Performance Improvement Plan highlighted in yellow. There were no questions to the changes.</li> <li>• <u>Complaint Grievance Policy</u>: Ms. Bonner reviewed the revisions to the Complaint Grievance Policy highlighted in yellow. There were no questions to the changes.</li> <li>• <u>Strategic Plan</u>: Ms. Schilling and Ms. Bonner reviewed the revisions to the Strategic Plan highlighted in yellow. There were no questions to the changes.</li> <li>• A motion to approve the revisions to the Risk Management Plan, the Performance Improvement Plan, the Complaint Grievance Policy and the Strategic Plan by Mr. Gordon Landry, seconded by Mrs. Lynne Farlough, motion carried.</li> <li>• Mrs. Bonner reported that the CARF Survey is still scheduled for October 2014.</li> </ul> <p><u>DD</u>: Wes Cagle/Dawn Auvil</p> <ul style="list-style-type: none"> <li>• Ms. Auvil reported the State has released NOW waivers and DD will receive 8 for the first month. The manner in which these will be awarded will be based on needs and not first come first serve. DD was notified that the state also approved the filling of the 7 vacant Children's Choice Waivers, which were identified and linked.</li> <li>• <u>Managed Long Term Care</u>: Ms. Auvil reported the target date for full implementation of Managed Long Term Care is 7/1/16. The State is conducting sample surveys (performed by the resource centers) asking participants and family members what services they are currently receiving and what their "perceived needs" are.</li> </ul>

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> <li>• <u>Vocational Rehabilitation Changes</u>: Ms. Auvil reported the state is pushing the Supported Employment Initiative in getting the DD population gainfully employed. The Supports Waiver will change as a result, and the number of client in Vocational Habilitation Services is expected to decrease. Vocational Habilitation, sometimes known as sheltered workshops, and work crews are not considered gainful employment. The DD Council discussed the matter and would like to see 10% of all participants gainfully employed.</li> <li>• <u>Bayou Land Families Helping Families Contract</u>: Ms. Auvil reported the BLFHF contract is complete and awaiting signatures for finalization. Ms. Auvil noted the highlights of the contract including an outreach component, risk assessment, referral and support component and Developmental Disabilities Community Awareness component. Cross training of BLFHF and SCLHSA DD staff has been scheduled and an outreach/awareness calendar is being developed.</li> </ul>
Old Business	None
New Business	Mr. Gordon Landry distributed and discussed information regarding the Domestic Violence Bills that passed through the recent Legislative Session.
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> <li>• Ms. L. Schilling stated that nominations for Vice-Chairman will be discussed at the September 2014 meeting.</li> <li>• Ms. L. Schilling stated the possibility of 2 meetings to be held for the month of September (Thursday, September 4 &amp; Wednesday, September 24, 2014) to discuss preparations before CARF Survey in October. Acting-Chairperson Nicholas stated the next board meeting will be held on Thursday, September 4, 2014 and September 24, 2014 (if needed) at 6:00p, at the SCLHSA Administration Office, 521 Legion Avenue, Houma. All Board Members agreed to reserve the 4<sup>th</sup> and 24<sup>th</sup> for Board Meetings if required.</li> </ul>
Adjournment	Motion to adjourn by Mr. Gordon Landry, seconded by Mrs. Lynne Farlough, motion carried. Meeting adjourned at 8:05pm.